APPENDIX B

SITE SURVEY CHECKLISTS

SITE SURVEY CHECKLIST, FORM 1A
LAN NEEDS ASSESSMENT

1. Survey Location Data

   A. Name or number of LAN design project: _____

   B. Name of post: _____

   C. Name or number of building(s): _____

   D. Name or number of floor(s): _____

   E. Date survey performed: _____

   F. Name of LAN requestor: _____

       Telephone number: _____

   G. Name of person performing survey: _____

       Telephone number: _____

2. CAPR or funding for project approved:

3. Estimated user count

4. Out-of-Building connection
   A. Connection to LAN's in other buildings (Yes/No)

       List   : _____

       other   : _____

       buildings : _____

                  : _____

   B. Connection to the DISN gateway (Yes/No): _____

       Location of DISN gateway: _____

   C. Connection to post-wide backbone (Yes/No): _____

       CUITN connection already in the building (Yes/No): _____

       Location of nearest CUITN attach point: _____

SITE SURVEY CHECKLIST, FORM 1 B
SERVERS
(Make a copy for all existing and proposed Servers.)

1. Survey Location Data
    Name or number of LAN design project:_____

2. Type of Server:

    A. Location of server
        Building name or number:_____

        Room number:_____

    B. Number of users:_____

    C. Type of cable used for connections:_____

    D. Server description
        Type of computer:_____

        Memory storage:_____

        Storage capacity:_____

        Operating system:_____

    E. Location of power panel:_____

    F. Number of direct connect terminals:_____

    G. Number of remote terminals:_____

    H. Network applications installed   :_____

                                            :_____

                                            :_____

                                            :_____

3. For communications Servers Only
    A. Number of dial-up lines:_____

    B. Location of modems:_____

        Building name or number:_____

        Room number:_____

    C. Number of FAX lines:_____

SITE SURVEY CHECKLIST, FORM 1C
EXISTING NETWORK EQUIPMENT
(Make a copy for each item of existing networking equipment.)

1. Name or number of new LAN design project:_____

2. Description of existing LAN that surveyed item of equipment is part of (including spares)

    A. Name of existing LAN or organization supported by existing LAN:_____

    B. Existing LAN type:_____
        (Token ring, Ethernet, Thicknet/10Base5, Thinnet/10Base2, uTP/10BaseT, Fiber/10BaseF, etc.)

    C. Number of workstations connected to existing LAN:_____

    D. Number and type(s) of servers connected to existing LAN ?:_____

        _____

    E. Will existing servers or workstations be transferred to new LAN ?:_____

3. Description of piece of networking equipment

    A. Type of equipment (hub, fan-out box, bridge, repeater, etc.):_____

        description:_____

    B. Manufacturer's name:_____

    C. Product name (optional):_____

    D. Model number:_____

    E. Serial number:_____

    F. Configuration/options, number and type of ports:_____

        _____

    G. Name or number of building equipment currently installed in:_____

    H. Name or number of floor equipment installed in:_____

    I. Approximate location within floor of equipment:_____

    J. Software protocols supported:_____
        (Ex. TCP/IP, TP4/CNLP, ISO CNLS(OSI), Novell IPX, Banyan Vines, AppleTalk. DECnet(Phase IV), SDLC, etc.)

    K. Does equipment support SNMP management:_____

    L. Is equipment compatible with and available for use with new LAN:_____

SITE SURVEY CHECKLIST, FORM 2A
PROJECT DATA
(Make a copy for the LAN Project Manager.)

1. Survey Location Data
    Name or number of LAN design project: _____

2. List names or numbers of buildings to be served by this LAN project:

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

    _____

SITE SURVEY CHECKLIST, FORM 2B
BUILDING FLOOR LOCATION DATA
(Make a copy for each building in LAN project.)

1. Survey Location Data
   Name or number of LAN design project:_____

2. Floors to be served by this LAN project
   A. Name or number of building containing these floors:_____

   B. List of floors in building to be served by this LAN project:

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

SITE SURVEY CHECKLIST, FORM 2C
FLOOR COMM CLOSET LOCATION DATA
(Make a copy for each floor in each building in LAN project.)

1.   Survey Location Data
    Name or Number of LAN design project:_____

2.   List of Communications Closets

    A.   Name or number of building containing these comm closets:_____

    B.   Number of floor in building containing these comm closets:_____

    C.   List of communications closets on this floor

Communications closet name   Approximate location

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

SITE SURVEY CHECKLIST, FORM 3
COMMUNICATIONS CLOSET TABLE
(Make a copy for each Comm Closet.)

1. Survey Location Data
    Name or number of LAN design project:

2. Label or name for communications closet:

3. Location of communications closet
    A. Post:

    B. Building:

    C. Floor:

    D. Approximate location:

    E. Date prepared:

    F. Name of preparer:

        Telephone number:

4. Current Physical and Electrical Capacities
    A. Unused rack/cabinet space (vertical inches):

    B. Potential rack/cabinet space:

    C. Number of unused 20 amp power circuits available for LAN use:

    D. HVAC : Additional ventilation required?   Yes / No

    E. Cable routing capacity (estimated number of additional cables)
        Floor:

        Ceiling:

        Walls:

        Cable routing obstructions in closet?   Yes / No

    F. Lockable door to communications closet or lockable electronics cabinet?   Yes / No

SITE SURVEY CHECKLIST, FORM 3
COMMUNICATIONS CLOSET TABLE

5. User Loads
   A.   Communications closet region floor area:_____

   B.   Maximum number users per closet:_____

   C.   Initial user count:_____

   D.   10BaseF connectors:_____

   E.   FDDI connectors:_____

6. Equipment Loads
   A.   User cable length needed (feet):_____

   B.   Comm closet to BDF fiber optic cable length:_____

   C.   UTP module count for maximum number of users:_____

   D.   UTP module count for initial users:_____

   E.   10BaseF module count:_____

   F.   FDDI module count:_____

   G.   Maximum I/O module count:_____

   H.   Number of full-sized hubs needed:_____

   I.   Number of small hubs needed:_____

   J.   Number of local bridges needed:_____

   K.   UTP patch panels needed:_____

   L.   UTP patch panel rack space needed:_____

   M.   Fiber optic patch panels needed:_____

   N.   Fiber optic patch panel rack space needed:_____

   O.   Number of backbone cables needed:_____

   P.   Backbone cable needed:_____

   Q.   Rack space needed:_____

SITE SURVEY CHECKLIST, FORM 3
COMMUNICATIONS CLOSET TABLE

7. Additional Physical and Electrical Requirements
    A. Additional rack/cabinet space needed:_____

    B. Additional number of racks or cabinets needed:_____

    C. Additional 20 amp single load circuits needed:_____

    D. Additional HVAC ventilation needed:_____

    E. Additional cable routing needs
        (number, size, location);_____

    F. Add lockable door or lockable cabinets:_____

8. BDF Only
    A. Number of bridges in the building

    B. Number of lOBaseF modules:_____

    C. Number of FDDI modules:_____

    D. Number of small hubs:_____

    E. Number of large hubs:_____

    F. Number of FO patch panels:_____

    G. Rack space for small hubs:_____

    H. Rack space for large hubs:_____

    I. FO Patch panel rack space for backbone:_____

    J. Total number of building backbone cables:_____

    K. Total rack space needed:_____

    L. Additional rack/cabinet space needed:_____

    M. Additional number of racks or cabinets needed:_____

SITE SURVEY CHECKLIST, FORM 4A
USER WORKSTATIONS

1. Survey Location Data
    Name or number of LAN design project:

2. User name and location:

3. Network services needed

    A. E-mail services required?   Y / N

    B. File server space needed (Megabytes):

    C. Network printer services needed?   Y / N

    D. Network communications services
        Dial-up line required?   Y / N

        FAX services required?   Y / N

        Direct terminal connection needed?   Y / N

    E. Network Applications
        Word processing?   Y / N

        Spreadsheet processing?   Y / N

        Database processing?   Y / N

        Other office automation applications?   Y / N

    F. Other Software Applications used

B-11

SITE SURVEY CHECKLIST, FORM 4A
USER WORKSTATIONS

4. Workstation type
    A. IBM PC   [   ]
    B. IBM PC compatible   [   ]
    C. Apple Macintosh   [   ]
    D. Other   [   ]
        specify:_____

5. Operating System Software
    A. MSDOS   [   ]
        version:_____
    B. Macintosh OS   [   ]
        version:_____
    C. UNIX   [   ]
        POSIX compliant? Yes / No
        version:_____
    D. Other   [   ]
        specify:_____version:_____

6. System configuration
    A. Main memory (megabytes):_____

    B. Disk storage capacity (megabytes):_____

    C. Expansion bus type
        ISA 8 bit   [   ]
        ISA l6 bit   [   ]
        EISA   [   ]
        MCA   [   ]
        NuBus   [   ]
        Other   [   ]
        specify:_____

    D. Number of unused expansion slots:_____

    E. Existing Ethernet interface [   ]
        UTP   [   ]
        BNC (thinnet)   [   ]
        AUI (thicknet)   [   ]
        Fiber optic (ST)   [   ]
        Other   [   ]
        specify:_____

    F. Use 10BaseF NIC?   Yes / No

    G. Use FODI NIC?   Yes / No

SITE SURVEY FORM 4B
APPLICATIONS OR DEPARTMENT SYMBOLS

1. Survey Location Data
    Name or number of LAN design project: _____

2. Common user program/data requirements, departments, or work groups

    Symbol   Application or Department Name

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

    _____   _____

SITE SURVEY CHECKLIST, FORM 5
LAN DESIGN WORK SHEET

1. Survey Location Data
    Name or number of LAN design project:_____

2. Design Capacities
    A. UTP connections per module:_____

    B. 10BaseF connections per module:_____

    C. FDDI connections (single-attach) per module:_____

    D. I/O modules per full-sized hub:_____

    E. I/O modules per small hub:_____

    F. Rack space needed per full-sized hub:_____

    G. Rack space needed per small hub:_____

    H. Connections per UTP patch panel:_____

    I. Rack space needed per UTP patch panel:_____

    J. ST connections per fiber optic patch panel:_____

    K. Rack space needed per FO patch panel:_____

    L. Number of ports in multiport bridging hub:_____

SITE SURVEY CHECKLIST, FORM 5
LAN DESIGN WORK SHEET

3. Module Totals for entire LAN project
   A. Total number of UTP modules needed: _____

   B. Total number of 1 OBaseF modules for backbone: _____

   C. Total number of 1 OBaseF modules
      for user connections and Hybrid/FDDI: _____

   D. Total number of FDDI modules for backbone: _____

   E. Total number of FDDI modules for user connections: _____

   F. Total number of 10BaseT (UTP) NICs for initial users: _____

   G. Total number of 10BaseF (FOIRL) NICs for initial users: _____

   H. Total number of FDDI NICs for initial users: _____

   I. Total number of FDDI management/attach modules for Hybrid/FDDI: _____

4. Hub Totals
   A. Total number of full-sized hubs: _____

   B. Total number of small hubs: _____

   C. Total number of multiport bridging hubs: _____

5. Patch Panel totals
   A. Total number of UTP patch panels: _____

   B. Total number of fiber optic patch panels: _____

6. Cable totals
   A. Total length of user cable needed: _____

   B. Total length of backbone cable: _____

SITE SURVEY CHECKLIST, FORM 5
LAN DESIGN WORK SHEET

7. Server totals and costs

   A.   Network servers
      Number of network servers needed: _____

      Cost per server: _____

      Total cost of network server(s): _____

   B.   File servers
      Number of file servers needed: _____

      Cost per file server: _____

      Total cost of file server(s): _____

   C.   Application servers
      Number of compute servers needed: _____

      Cost per compute server: _____

      Total cost of compute server(s): _____

   D.   Database servers
      Number of database servers needed: _____

      Cost per database server: _____

      Total cost of database server(s): _____

   E.   Print servers
      Number of print servers/controllers: _____

      Cost per print server/controller: _____

      Number of laser printers needed: _____

      Cost per laser printer: _____

      Total cost of print services: _____

   F.   Communications servers
      Number of communications servers needed: _____

      Cost per communications server: _____

      Total cost of communications server(s): _____

SITE SURVEY CHECKLIST, FORM 5
LAN DESIGN WORK SHEET

G. E-Mail servers
Number of E-mail servers needed:_____

Cost per E-mail server:_____

Total cost of E-mail servers:_____

8. Uninterruptible Power Supply (UPS)
Number of UPSs:_____

Cost per UPS:_____

Total cost of UPSs:_____

9. Design Cost Computation
A. Individual cost totals
UTP module total cost   :_____

10BaseF module total cost   :_____

Full-sized hub total cost   :_____

Small-sized hub total cost   :_____

Local bridge module total cost   :_____

UTP patch panel total cost   :_____

Fiber optic patch panel total cost   :_____

User cable total cost   :_____

Backbone cable total cost   :_____

Network server total cost   :_____

File server total cost   :_____

Applications server total cost   :_____

Database server total cost   :_____

Print server total cost   :_____

Communications server total cost   :_____

E-mail server total cost   :_____

UPS total cost   :_____

UTP NIC total cost   :_____

SITE SURVEY CHECKLIST FORM 5
LAN DESIGN WORK SHEET

	10BaseF NIC total cost	:_____
	Material subtotal cost	:_____
	20% first year maintenance cost	:_____
B.	Basic Ethernet/Ethernet cost	:_____
C.	Additional Multiport Ethernet/Ethernet cost:	:_____
D.	Additional Ethernet/FDDI cost	:_____
E.	Additional Hybrid/FDDI cost	:_____